

Early and Locally Advanced Breast Cancer (update) Committee meeting 7

Date: 5th and 6th July 2017

Location: RCOG, London

Minutes: Confirmed

Committee members present:		
Jane Barrett		(Present for items 1 – 8)
Anne Armstrong		(Present for items 1 – 8)
Imogen Locke		(Present for items 1 – 5)
Sadaf Haque		(Present for items 1 – 8)
Lisa Whisker		(Present for items 1 – 8)
Ramsey Cutress		(Present for items 6 – 8)
Carmel Gulliver-Clarke		(Present for items 1 – 5)
Sairanne Wickers		(Present for items 1 – 5)
Roger Hunt		(Present for items 1 – 8)
Ursula Van Mann		(Present for items 1 – 5)
Peter Jenkins		(Present for items 1 – 8)
Marina Parton		(Present for items 1 – 8)
Linda Pepper		(Present for items 1 – 8)
William Teh		(Present for items 1 – 8)

In attendance:		
Hilary Eadon	NGA Guideline Lead	(Present for items 1 – 8)
Laura O’Shea	NGA Systematic Reviewer	(Present for items 1 – 8)
Gemma Villanueva	NGA Senior Systematic Reviewer	(Present for items 1 – 8)
Katharina Dworzynski	NGA Guideline Lead	(Present for item 6)
Sally Humphreys	NGA Project Manager	(Present for items 6 – 8)
Anne Carty	NGA Project Manager	(Present for items 1 – 5)
Matthew Prettyjohns	NGA Senior Health Economist	(Present for items 1 – 5 via VC)
Andrew Harding	NICE Guideline Commissioning Manager	(Present for items 1 – 5)

Observers:

Michele Hilton-Boon	NICE	(Present for items 1 – 8)
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Apologies:

Mia Rosenblatt	GC member	(Absent for items 1 – 8)
Faye Coe	GC member	(Absent for items 1 – 8)
Ramsey Cuttress	GC member	(Absent for items 1 - 5)
Carmel Gulliver-Clarke	GC member	(Absent for items 6 - 8)
Sairanne Wickers	GC member	(Absent for items 6 - 8)
Imogen Locke	GC member	(Absent for items 6 - 8)
Ursula Van Mann	GC member	(Absent for items 6 - 8)

1. Welcome and objectives for the meeting

The Chair welcomed the Committee members and attendees to the 7th meeting on Early and Locally Advanced Breast Cancer (update).

The Chair informed the Committee that apologies had been received. These are noted above.

The Chair outlined the objectives of the meeting which included reviewing the evidence and drafting recommendations for questions 4.1, 4.2, 3.1, 6.1, 10.3, 3.2, 3.1 and 10.2, reviewing the draft economic model for question 7.1 and reviewing edits to the draft recommendations and the NICE editors changes to the recommendations which were not being updated as part of this guideline

2. Confirmation of matter under discussion, and declarations of interest

The Chair confirmed that, for the purpose of managing conflicts of interest, the matter under discussion was Early and locally advanced breast cancer.

The Chair asked everyone to verbally declare any interests that have arisen since the last meeting. No new declarations were made

A previously made declaration of interest by a member had not been taken into consideration during the drafting of recommendations for questions 4.1 and 4.2 so it was now necessary to redraft these without that member of the GC present.

3. Minutes of last meeting

The Chair asked the Committee if it wanted any changes made to the minutes of the last meeting. The Committee agreed that the minutes were a true and accurate

account of the meeting.

4. Day 1 presentations

The Chair introduced Hilary Eadon, who gave a presentation on the evidence for question 4.1. The Committee then discussed the issues presented in relation to this question.

The Chair introduced Hilary Eadon, who gave a presentation on the evidence for question 4.2. The Committee then discussed the issues presented in relation to this question.

The Chair introduced Laura O'Shea, who explained that a nominal group technique would be used for question 3.1 as no evidence had been identified. The Committee completed the consensus statement questionnaire and returned them to Laura O'Shea for collation of the results on Day 2

The Chair introduced Gemma Villanueva who gave a presentation on the evidence for question 6.1. Gemma took questions from the group. The Committee then discussed the issues presented in relation to this question.

The Chair introduced Matthew Prettyjohns, who gave a presentation on the draft economic model for question 7.1. Matthew took questions from the group. The Committee then discussed the issues presented in relation to this question.

The Chair introduced Laura O'Shea, who gave a presentation on the evidence for question 10.3. Laura took questions from the group. The Committee then discussed the issues presented in relation to this question.

5. Day 1 questions and discussion

The Committee discussed the evidence for questions 4.1, 4.2, 6.1 and 10.3 and agreed recommendations and content for the LETR.

The Committee discussed and the draft economic model for question 7.1 and requested some revisions.

6. Day 2 presentations

The Chair introduced Gemma Villanueva who gave a presentation on the evidence for question 3.2. Gemma took questions from the group. The Committee then discussed the issues presented in relation to this question.

The Chair introduced Laura O'Shea who gave a presentation on the nominal group results for question 3.1. The group reviewed revised statements and re-voted on 2 statements.

The Chair introduced Katharina Dworzynski who gave a presentation on the evidence for question 10.2. Katharina took questions from the group. The Committee then discussed the issues presented in relation to this question.

The Chair introduced Hilary Eadon who gave a presentation on the guideline progress to date.

7. Day 1 questions and discussion

The Committee discussed the evidence for questions 3.2, 3.1 and 10.2 and agreed recommendations and content for the LETR.

The Committee then reviewed the NICE editor's comments on the recommendations that had been drafted previously and on the refreshed language of the recommendations which were not being updated.

8. Any other business

Linda Pepper asked for more information about the replacement of the 'Information for Patients' tab and the NICE digital editor will be asked to attend the next meeting if possible.

Date of next meeting: 14th and 15th September 2017

Location of next meeting: RCOG, London